

**MINUTES OF THE**  
**AUGUST 15, 2023, REGULAR BI-MONTHLY MEETING**  
of the  
**PINEY-Z HOMEOWNERS ASSOCIATION**

**LOCATION:** Piney-Z Lodge

**DIRECTORS PRESENT:** Gomez, R. Pfof, W. Pfof, Pratt, Whelan

**DIRECTORS ABSENT:** None

**CALL TO ORDER:** The regular bi-monthly meeting of the Piney-Z Homeowners Association was called to order by President Gomez Tuesday, August 15, 2023, at 6:30 p.m., he welcomed all present.

**CONSENT AGENDA:** President Gomez asked if there were any consent agenda items that should be removed for discussion; none heard.

**ADDITIONAL CHANGES TO THE AGENDA AND APPROVAL OF THE MEETING**

**AGENDA:** President Gomez asked if there were any changes or additions to the meeting agenda; homeowner Walden asked to be heard at the end of the agenda, R. Pfof wanted to discuss purchasing.

**APPROVAL OF THE CONSENT AGENDA ITEMS:** W. Pfof moved to approve the Consent Agenda (attached), seconded by Whelan, passed unanimously.

**RESOLUTIONS:** Discussion was held on Resolution 2023-6, Flying Flags: President Gomez clarified that the resolution is in addition to Florida Statutes 720.304, which authorizes the flying of certain U.S. and military flags. The issue has come up because some homeowners are draping large flags on garages and from trees or flying multiple flags causing the neighborhood to look unkempt. Whelan moved to approve Resolution 2023-6, seconded by Pratt, and passed unanimously.

Discussion was held on Resolution 2023-7, Security Services Signs: President Gomez explained that many homeowners are displaying security services signs near mailboxes instead of near the home, again causing the neighborhood to appear unkempt. R. Pfof stated he thought the resolution was too picky, but all others in attendance supported the resolution. Whelan moved to approve Resolution 2023-7, seconded by Gomez, passed 4-1 with R. Pfof voting no.

Discussion was held on Resolution 2023-8, Re-establishing a Landscape Committee: R. Pfof has volunteered to chair the defunct Landscape Committee for the purposes of refreshing the entrance beds to the neighborhood, to make recommendations concerning control of exotics and volunteer plants in the neighborhood, and to work with John Hurst for the improvement of the landscape appearance in the neighborhood. Homeowners Saginario, Orgaz, and Whelan have

also volunteered to be on the committee, which will meet as necessary. W. Pfof moved to approve Resolution 2023-8, seconded by Whelan, passed unanimously.

**FINANCES:** Consideration and approval of the 2023-24 Budget: (This item was tabled at the Annual Meeting in July.) A brief discussion was held concerning the 2023-24 Budget, which is a deficit budget for the second year in a row. R. Pfof moved to accept the 2023-24 Budget, seconded by Whelan, passed unanimously.

Consideration and approval of the lawn services contract for 2023-25, again using John Hurst Services as contractor. This contract is approximately 75% of the HOA budget. Several homeowners publicly thanked committee liaison board member Pratt for his service in picking up the fence pieces from two auto accidents on Conner Blvd. and picking up the pieces of a large retread tire also on Conner. Homeowner Orgaz suggested having the City of Tallahassee come out again to check that emergency services can get through all streets and alleyways in the subdivision. All board members thought this a good idea and Lewis Management will take care of this as soon as possible. W. Pfof moved to extend the contract with updated prices with John Hurst Services for two more years, seconded by Whelan, passed unanimously. President Gomez pointed out that by extending the contract in this way, the HOA board (or John Hurst) can cancel the contract with 30 days' notice.

Consideration and approval of the Cash Receipts, Expenditures and Transfers Report through July 31, 2023: Treasurer W. Pfof noted that should total annual revenues reach \$150,000, state law requires that compiled financial statements be prepared (two steps lower than a full audit – compiled financial statements were last prepared in 2020-21). He also noted that there has not been an increase in HOA dues since Piney Z was developed, and the HOA may need to consider an increase in the near future. Pratt mentioned that the neighborhood was now mature and will need more oversight and maintenance going forward. Pratt moved to accept the Report through July 31, 2023, seconded by W. Pfof, passed unanimously.

**STANDARDS COMMITTEE:** The Standards Committee has targeted trash bins recently and progress is being made.

Second Notice of Violations and Assessment of Fines: The homeowner at 731 Eagle View Circle has not communicated at all with the HOA concerning a violation for continuous parking on the street. Pratt moved to send the second notice and assessment of fine, seconded by Whelan, passed unanimously.

The homeowner at 735 Eagle View Circle also is allowing hospice workers to park in the street daily in spite of a vacant driveway. Pratt moved to send the second notice and assessment of fine, seconded by W. Pfof, passed unanimously.

Tabled item from the July special meeting: The homeowners at 4660 Heritage Park Blvd. and 1031 Landings Loop are operating AirBnBs in violation of Resolution 2022-06. After a short discussion including the homeowner at 4660 Heritage Park Blvd., who has health challenges, R. Pfof moved to send both homeowners the second notice and assessment of fine, seconded by Whelan, passed unanimously.

**MISCELLANEOUS:** Homeowner Walden at 1052 Kingdom Drive reported she is experiencing drainage problems and is not getting cooperation from a neighbor. Pratt will set a date to see what is happening with drainage, garbage cans, and overgrown weeds.

R. Pfof commented that because an item is included in the budget (for example tree maintenance and removal, or landscaping) arbitrary decisions on contractor work in the neighborhood still require discussion by the board and a vote. This does not necessarily mean solicitation of bids. This is important for transparency of method to the homeowners as well as a unity of communication and effort by all members of the board. Having said this, to expedite situations where contractors are already on site, additional work is identified and it would be good to get the job done while the contractors are available, R. Pfof suggested a ceiling amount of (for example) \$300 could be authorized for each board member, to be used once or twice each fiscal year, in an arbitrary single decision on the spot.

**TIME AND DATE OF NEXT MEETING:** The next regular bi-monthly meeting of the Piney-Z Homeowners Association is scheduled for 6:30 p.m., Tuesday, October 17, 2023, at the Piney-Z lodge.

There being no more items on the agenda, Whelan made a motion to adjourn the meeting at 8:23 p.m., EDT, seconded by W. Pfof. Unanimous approval.

*HOA Board Meetings*

October 17, 2023; December 12, 2023 (moved due to the holidays); February 20, 2024; April 16, 2024; June 18, 2024; August 27, 2024 (moved due to the primaries)

*HOA Annual Meeting*

July 16, 2024

Respectfully submitted by:

Russell Pfof, Secretary



Piney-Z Homeowners Association, Inc.  
Tallahassee, Florida

**ORGANIZATIONAL BOARD MEETING**  
**PINEY-Z LODGE – 6:30 PM**  
**August 15, 2023**

**MEETING AGENDA**

- 1. CALL TO ORDER/WELCOME**
- 2. PRESIDENT'S CONSENT AGENDA ANNOUNCEMENT**  
*A consent agenda is contained in this meeting agenda. The consent agenda is designed to assist in making the meeting shorter and more efficient. Items left on the consent agenda may not be discussed when the consent agenda comes before the board. If any board member wishes to discuss a consent agenda item, please tell me now and I will remove the item from the consent agenda and place it in an appropriate place on the meeting agenda so it can be discussed when that item is taken up by the board. Does any board member request removal of a consent agenda item?*
- 3. ADDITIONAL CHANGES TO THE AGENDA AND APPROVAL OF THE MEETING AGENDA**
- 4. CONSENT AGENDA ITEMS**
  - a) Approval of July 18, 2023, special and annual meeting minutes.
  - b) Approval of the 2023-24 HOA board of directors' positions.
  - c) Approval of HOA meeting dates for 2023-24.
  - d) Approval of social events for 2023-24.
  - e) Approval of the appeals committee meeting minutes for July 28 and August 9, 2023.
  - f) Approval of the ACC report as of August 12, 2023.
  - g) Approval of the standards committee report as of August 12, 2023.
- 5. RESOLUTIONS**  
Consideration and approval of:
  - a) Resolution 2023-X Flags
  - b) Resolution 2023-XX – Security Services Signs
  - c) Resolution 2023-XXX – Landscape Committee
- 6. FINANCES**
  - a) Consideration and approval of the 2023-24 operating budget.
  - b) Consideration and approval of lawn services contract for 2023-25.
  - c) Consideration and approval of Cash Receipts, Expenditures, and Transfers thru 7-31-23.
- 7. STANDARDS COMMITTEE ACTIONS**
  - a) Second Notice of Violations and Assessment of Fines.
  - b) Follow up on tabled items from June 18, 2023, meeting.
- 8. ADJOURNMENT**

*The mission of Piney-Z HOA is to preserve and enhance property values by demonstration of resident-friendly policies, maintenance of common areas, and upholding its covenants and restrictions.*

**Piney-Z Homeowners Association, Inc.**  
**Operating Budget**  
**For October Through September**

	2021-22	2022-23	Proposed 2023-24
<b>RECEIPTS</b>			
Assessments			
HOA Assessments	\$ 66,095	\$ 66,544	\$ 66,544
Phase 12 Private Drive Special Assessments		2,813	2,813
Fieldcrest Lawn Service Fees	38,962	38,962	38,962
Miscellaneous Receipts			
Past Due Interest	50	50	50
Estoppel Fees	5,000	5,000	5,000
Playground Leases / Other	1	1	1
Interest	50	50	3,000
<b>TOTAL RECEIPTS</b>	<b>\$ 110,158</b>	<b>\$ 113,420</b>	<b>\$ 116,370</b>
<b>EXPENDITURES &amp; TRANSFERS</b>			
Professional Services			
Property Management	\$ 13,200	\$ 13,200	\$ 13,200
Attorney Fees / Legal Filings	2,000	2,000	2,000
Accounting	200	200	200
Administrative			
Office Supplies	75	125	75
Postage and Delivery	350	1,000	400
Printing and Copying	900	900	1,000
Bank Fees, Permits, Dues, & Taxes	50	400	400
Website Domain	80	80	80
Annual Report Filing	62	62	150
Grounds Maintenance			
Common Area Lawn Service	35,992	36,742	44,180
Fieldcrest Lawn Service	38,962	38,962	38,962
Landscaping	1,500	9,500	3,000
Tree Maintenance and Removal	3,000	5,000	5,000
Maintenance and Repairs			
Irrigation System	800	800	400
Backflow Inspections and Repair	500	915	400
Entrance Signs and Fencing	100	100	100
Lighting and Electrical	100	100	100
Pressure Washing	1,500	1,800	8,000
Pest and Weed Control	1,500	1,500	1,500
Other			
Utilities	3,500	4,200	4,000
Insurance	3,900	7,000	7,000
Community Events and Meetings	1,800	1,800	2,200
Transfers			
Transfer to Phase 12 Private Drive Reserve	-	2,813	2,813
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$ 110,071</b>	<b>\$ 129,199</b>	<b>\$ 135,160</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 87</b>	<b>\$ (15,779)</b>	<b>\$ (18,790)</b>